

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

Approved minutes of the Parish Council meeting held at the Henstridge Village
Hall Lounge on Monday 8th January 07.

Present:

Councillors: Mrs Barton (Chair), Mr Blackman, Mrs Courtenay, Mr Heath,
Mr Vincent.

Clerk: Mrs Walker

There was 1 member of the public in attendance, District Councillor Mrs June Wood.

1. Apologies and to approve the reason for any apology as thought fit.

Apologies had been received from Mr Davis due to the first meeting of the choral society season, from Mrs Moody and Mr Hill due to ill health, from Mr Brighten due to work, from Mr Crocker due to family commitments and also from Mr Symcox.

Concerns were raised about the number of absences and also with regard to the late notification of apologies.

RESOLVED: It was agreed to accept the reasons for apologies.

2. Declarations of Interest.

There were no declarations of interest. However, Mrs Barton wished to make it clear that despite the references in the letter from Mr and Mrs Lovelace, she had had no communication with Mr and Mrs Lovelace and had no understanding of where this had arisen from.

3. To approve as a correct record the minutes of the previous meeting held on 12.12.06.

The Clerk pointed out that the minutes being approved were for 11.12.06 and not 12.12.06 as stated on the agenda.

RESOLVED: It was agreed to approve the minutes of 11.12.06 as a correct record.

4. Matters deferred from previous meetings:

a. To receive a report back from the SALC AGM

Mrs Courtenay explained that the actual AGM only lasts for approximately 15 minutes and that this purely covers matters of business such as the election of representatives and so on. There then follows the area meetings and a number of issues were covered as part of this, including:

- the forthcoming publication of the white paper, the lions report, the report on the future of quality councils and the report on best value;
- the conference of the Standards board in October when it was expected that a review of the Code of Conduct would be given.

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

- A talk from the Deputy Chief Constable of Avon and Somerset Police, in which the idea of Neighbourhood policing as the way forward was emphasised;
- Reports from the SALC representatives to outside bodies;
- A report regarding the substantial increase in Clerks taking up the opportunity of training and accreditation;
- Open forum which covered a range of issues including concerns about the timetable for involvement in development control issues, which had been taken up by one of the District Councillors present.

It was reported that the NALC Affiliation fees had been set at 2.7% and explained that a large proportion of the Parish Councils fees for SALC are actually passed on to NALC as part of this affiliation fee.

It was pointed out that most Parishes send their Chairman to SALC meetings but particularly to the AGM, but that it had been many years since a Chairman had attended on behalf of Henstridge.

b. Correspondence item 05.10.06 - Somerset Playing Fields Association - To receive membership Subscription information and agree if any action is necessary

It was pointed out that the Council had previously been members of the Association but that this membership had lapsed at some point prior to the current Clerk taking over. Clarification was sought and provided as to the services provided by the Association. The Clerk informed the Council that the RFO had asked her to remind them that they had not budgeted for this subscription.

RESOLVED: It was proposed and agreed that the Council should subscribe to the Somerset Playing Fields Association and that this should be included in the Subscriptions review for the Finance Committee's Budget meeting.

c. Proposal that the District Valuer is asked to give a valuation of :

- 1. an access via Centenary Gardens over Sutton Hastoe's land to the Parish Council Allotments and**
- 2. an access via Centenary Gardens to the Parish Council Allotments to include the purchase of the strip of land currently owned by Sutton Hastoe.**

Mrs Barton

Mrs Barton explained that she felt that if the district valuer was asked to assess the land that it would act as a failsafe so that the Council were fully informed if the access through Pip's play area was considered to be temporary.

The costs of a valuation were queried and the Clerk reminded the Council that this would be in the region of £250.00. There were mixed views as to whether this was good value or not and concerns were raised as to whether the residents of Centenary close would want their cul-de-sac to become a through road and the possible issues of this on the part of allotment holders as well.

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

The costs of the installation and maintenance of the track were queried. The Clerk said that she did not have the figures with her but that she recalled that this had been in the region of £1600.00 although she could not comment on maintenance costs. The Clerk pointed out that the decision to install a track had already been taken and the contractors instructed and it was only due to bad weather that the work had not already been completed.

It was pointed out that the long term costs of maintenance of the track may outweigh the short term cost of investigating access through Centenary Gardens.

The Clerk reminded the Council of the previous agenda item and accompanying discussion and decisions that had been taken. Mrs Barton raised concerns that as a member of the working party who had looked at the allotments, she had not been involved in the generation of the agenda item and that she therefore felt that she had not been fully able to participate in the discussion.

The Clerk suggested that it may be appropriate to investigate the views of the residents of Centenary Gardens prior to involving the Valuer.

RESOLVED: Mrs Barton withdrew her proposal for the current time and stated that she would contact the Clerk with regard to putting an alternative item on the next agenda.

- d. To receive a report back from the working group set up to review the Clerks terms and conditions of employment, including hours and remuneration, with regard to the impact of the “Guide to Good Employment Practice in Local Councils” (SALC and SLCC) in relation to this, to receive and agree any proposed amendments to the conditions and a proposed salary scale and to agree any further action arising.**

Mr Vincent reported that the group had been unable to meet as yet. It was mentioned that figures for Clerk’s salary change on 1st April and queried as to whether this was the deadline for addressing the issue. The Clerk explained that this is only the inflationary increase which happens automatically and that the working party were meeting to discuss the incremental increase and the implications of the introduction of the “Guide to Good Employment Practice in Local Councils” (SALC and SLCC).

- e. To receive a report from the HACC meeting (18.10.06).**

Mrs Barton confirmed that there was nothing to add to the minutes of the HACC meeting which had been provided.

5. Matters arising from previous meetings:

- a. To receive quotations and agree a contractor for laying and planting of the recreation ground hedge according to the landscaping plan as agreed (11.12.06).**

The Clerk presented the Council with copies of quotes which had been gained from 3 companies who had all been provided with the same brief and copies of the

Henstridge Parish Council

**Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com**

Landscaping plan. The differences between the quotations, both in their presentation, detailing and costings were discussed at some length.

RESOLVED: It was proposed and unanimously agreed that the quotation from Countryside Boundaries be taken up but that the Clerk should first seek clarification with regard to the inclusion of mature trees and the possibilities of reducing costs by having three plants per metre rather than five as suggested (Robert Archer’s advice being a minimum of one) and of having plants of 40-60cm rather than 60-80cm.

6. Correspondence

15.12.06	Tim Cook – SSDC	To agree whether the Council wish a representative to attend the Parish Plan workshop – 15 th February
None of the members present were clear on being able to attend on this date. However the form was completed for return and the Clerk was instructed to raise the item again on the next agenda when hopefully more members would be present.		
20.12.06	David Heath	To agree whether the Council wish to support a petition regarding post office closures
<p>It was clarified that there is nothing to prevent a Parish Council from participating in such a petition. There was some feeling that the petition would be of little value and that it was likely to be politically motivated. There was also strong feeling that if the village want to keep their post office that the Parish Council must support it in any way that they can.</p> <p>A proposal was put forward that the Parish Council should sign the petition. However it was agreed to return to the proposal after discussion of the Post Office Network Consultation at 7c.</p>		
29.12.06	Mr and Mrs Lovelace	To agree a response to the letter regarding the recreation ground hedging
The Clerk clarified that a cheque for £500.00 had been included with the letter from Mr and Mrs Lovelace. Mrs Barton emphasised that she had had no communication with Mr and Mrs Lovelace other than to receive their letter. The Council felt that the most recent letter which had been written had been very clear but that Mr and Mrs Lovelace were not accepting this. The Clerk queried whether the Council would prefer her to pass the letter to the solicitor to respond to.		

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

RESOLVED: It was proposed and agreed that the Council write to Mr and Mrs Lovelace thanking them for the offer of a contribution towards an alternative plan but stating that we are unable to accept this and that the Council will be following the decision that was taken at their December meeting and proceeding with the Landscaping plan as agreed with the District Council.

Post meeting note: Following the receipt of a second letter and cheque from Mr and Mrs Lovelace on the morning following the meeting, action on this resolution will be postponed until after a Special meeting to be held at 7.15pm on 22.01.07.

Other correspondence not requiring discussion by the council will not be reported as it has been circulated to councillors. (As advised by SALC – 18.06.03).

7. Council Matters

a. To declare a vacancy on the Council.

The Clerk reported that due to non-attendance Mr Raymond automatically ceases to hold his office and that therefore a vacancy had arisen. The Clerk explained that due to the fact that there is less than six months of the four year term left to run, that the vacancy is automatically filled by co-option rather than the full election process.

b. To co-opt new Councillor(s) to the Council.

The Clerk reported that she had received interest from Mr Malcolm Stobart and that Councillors had been provided with details of Mr Stobart.

RESOLVED: It was agreed to co-opt Mr Malcolm Stobart to Henstridge Parish Council.

c. To agree what, if any, response the Council wish to make to the Post Office Network Consultation.

The Chairman provided a summary of the key points within the document and this and the response document were discussed at some length.

RESOLVED: It was agreed that the Council should respond to the Consultation and the response document was filled out accordingly.

Mr Vincent's earlier proposal regarding David Heath's petition was returned to.

RESOLVED: It was proposed and agreed that Mr Vincent and Mr Blackman should sign the petition on behalf of Henstridge Parish Council.

d. To receive a report back and decide any action arising from the State of the District Meeting.

Mrs Barton

The Councillors were provided with a written summary produced by Mrs Barton, who highlighted the re-organisation of the District and County Councils as being a key issue of the moment.

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

RESOLVED: It was proposed and agreed that everyone should take away their summary (copies to be provided to those not present) and that anyone wishing to raise an agenda item from this information should contact the Clerk.

- e. To receive a report back and decide any action arising from the SALC Area meeting held on 11.12.06.

Mrs Barton

The Councillors were provided with a written summary produced by Mrs Barton, and a vote of thanks was made to Mrs Barton for her hard work on this.

RESOLVED: It was agreed to defer the item in order to allow Councillors time to consider the information presented prior to the next meeting.

- f. Proposal that the Parish Council supports in principal the idea of a Parish Plan for Henstridge and places an item in the PC Newsletter asking for interested parties in the preparation of a Parish Plan for Henstridge to contact the Parish Clerk for further information.

Mrs Barton

Mrs Barton explained that she had raised this issue as Parish Plans are regularly being used in support of bids for funding, as applicants have to show that consultation has occurred. She explained briefly what a Parish plan is and how it works and that it is not something that is actually carried out by the Parish Council but by an independent body, and that this would be made clear in any article written.

Mrs Barton put forward an amendment to the proposal that it read “in Wots on” rather than “in the PC Newsletter”.

RESOLVED: The amendment was voted on and approved. The amended proposal was voted on and approved.

- g. Playground Inspection reports

The Clerk informed the Council that a number of problems had arisen in the past month. It appeared that the gate at the Recreation Ground had now been vandalised and the mechanism broken, a swing seat had been cut and damaged to the extent that the District Council officer had removed it while making his inspection. The tiles at Pip’s playground had been lifted and thrown around the play area requiring the officer to re-lay them as best as he could. Cows had apparently broken through the fence at Pip’s playground, although the Clerk could see no evidence of this when she visited and assumed that any repair necessary to the fencing had already been carried out by the Raymonds. The Clerk had been in contact with SSDC and was liaising with them with regard to the issues that had arisen and also with the contractor who installed the Recreation Ground gate who was awaiting an inspection of the gate by the manufacturer. The Clerk would seek a quote for replacing the swing seat prior to the next meeting. However the Clerk had been advised that the tiles at Pip’s playground would need to be left until the summer as they should not be laid during the winter.

Henstridge Parish Council

Clerk: Rachel Walker, Westcombe House, 48, Bowden Road, Templecombe,
Somerset, BA8 0LF, Tel/Fax: 01963 370388
e-mail HenstridgePC@aol.com

(i) To agree who the Council wish to appoint for the carrying out of the Annual Playground Inspection for 2007.

The Clerk advised the Council that if they wished to use the service provided by the District Council as in recent years then she needed to inform them of that this month.

RESOLVED: It was proposed and agreed that SSDC be re-appointed to carry out the Annual Playground Inspection.

h. Report from VHMC rep

No report was made as the rep had sent apologies.

8. Finance

a. to approve the following accounts for payment:

AOL	Direct Debit – Internet	£12.00
Rachel Walker	Salary	£212.52
Tracey Watson	Salary	£272.58
Inland Revenue	Tax and NI Contribution	£60.06
R Walker	Postage	£34.57
Carphone Warehouse	Phone Bill	£18.09
Tracey Watson	Postage	£6.05
Tracey Watson	Telephone calls 28/11/06-27/12/06	£7.08

RESOLVED: The above accounts were approved for payment.

b. Income –

S Folkes	Various memorial payments	£242.40
----------	---------------------------	---------

8. Date of Next meeting – In line with the standing orders, the next Parish Council meeting will be held on **Monday 12th February 2007**. All items for inclusion on the agenda and all items to be listed under issues arising from previous meetings must be received by the Clerk by 9.00am on **Thursday 1st February 2007**.

The meeting closed at 9.47pm.